

# BANNER LOGIN INSTRUCTIONS

Directions for logging into Banner for unofficial transcripts or grades.

Go to: [www.msun.edu](http://www.msun.edu)

This is the MSU-Northern home page. In the middle of the page is a drop-down menu. Drop the menu down and click on "Banner Web."

This takes you to a Banner content page. Click on the first item "Enter Secure Area."

This takes you to a login page.

To log-in, your User ID is your SNN (no dashes).

Your PIN is your Birthday (mmddyy) only 6 numbers, no dashes.

The first time you log-in, it will say "your PIN has expired."

The first box on this screen is to enter your old PIN (your birthday).

The next two boxes are to enter a new PIN and verify it. This has to be 6 new numbers of your choice and cannot be the same as it was before.

There has to be 6 and only numbers. Make sure you choose a number you can remember, because it will be your PIN from then on.

The program will then ask you for a test question and answer to be used if you forget your new PIN number.

Finally, you will get a Student Menu from which you may make your selections.